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**To:** Vocational Rehabilitation (VR) Staff and Community Rehabilitation Providers (CRP)  
**From:** Theresa Koleszar, Director, Bureau of Rehabilitation Services (BRS)  
**Re:** Modifications to Employment Service Revisions: Discovery service code modifications  
**Date:** June 1, 2016

The Bureau of Rehabilitation Services (BRS) appreciates the continued feedback and suggestions regarding the employment service revisions. This memorandum reflects the continued partnership between Vocational Rehabilitation (VR) and the Community Rehabilitation Providers (CRP) in that the feedback provided has affected the following modification to the employment services model.

In order to simplify and streamline the authorization process for Discovery Services, **VR is reducing the number of separate service codes for select Discovery activities.** Effective immediately, the separate service codes for 'Vocational Testing' (01-44), 'Job Shadow' (53-09), 'Situational Assessment' (53-02), and 'Other Discovery Activities' (53-10), will be authorized under a single service code. The service code to be used for all four of these activities is 53-10 'Discovery Activities.'

These changes are being made to reduce the volume of authorizations, and to streamline the tracking and billing of authorized services. BRS continues to emphasize that Discovery activities should be purposeful and individualized, based on the needs of each consumer. Therefore, all Discovery activities, including Vocational Testing, Job Shadow and Situational Assessment, will continue to be outlined individually on the Employment Service Referral form. Also, VR will continue to request these specific Discovery activities, as appropriate for each individual, when issuing authorizations for services under service code 53-10 'Discovery Activities.' Additionally, the distinct definitions and expectations for each of these Discovery Activities, as currently outlined in the VR Employment service manual, will remain. CRPs will be required to continue to document these separate activities utilizing the Discovery profile.

#### **How to Address This Change:**

All existing authorizations for Vocational Testing (01-44), Job Shadow (53-09), Situational Assessment (53-02) and Other Discovery Activities (53-10) will continue to be carried out. There is no need to cancel and reauthorize active authorizations for these services, however, existing authorizations for these services should not have the end dates modified or extended. No new authorizations should be developed using service codes 01-44, 53-09 or 53-02 for employment service providers. *VR Staff, please note that Vocational Testing (01-44) will remain active in the VR system as this code is also used for other vendors (e.g. psychological evaluators) and may continue to be used for other vendors as appropriate.*



Effective immediately, all new authorizations for 'Vocational Testing' (01-44), 'Job Shadow' (53-09), 'Situational Assessment' (53-02) and 'Other Discovery Activities' (53-10) will use the service code 'Discovery Activities' (53-10).

Revisions to the VR Employment Services Manual and hourly billing worksheet will be forthcoming to address the removal of the applicable Discovery service codes. Modifications to IRIS, the VR case management system, will also be implemented in line with these changes.

As a reminder, please refer to the Employment Services Manual and the FAQ document online by [clicking here](#), for additional information about employment services, including Discovery Services. Please note that the Manual and FAQ document were revised in March, 2016, and reflect some modifications and additions from the prior version. Again, additional revisions are forthcoming to reflect the changes described above to the Discovery service codes.

Thank you for the continued feedback and please continue to share suggestions and promising practices. Additional questions and/or feedback may be sent to: [VRProvider@fssa.in.gov](mailto:VRProvider@fssa.in.gov).